



**TOWN OF GRAFTON**  
GRAFTON MEMORIAL MUNICIPAL CENTER  
30 PROVIDENCE ROAD  
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**SELECT BOARD  
MEETING MINUTES  
July 18, 2023  
6:00PM  
Conference Room A  
AND  
via Zoom**

2023 JUL 19 AM 10:21  
RECEIVED TOWN CLERK  
GRAFTON MA

**CALL TO ORDER (6:00PM)**

The meeting was called to order at 6:00pm by Chair Mat Often. In attendance were Chair Mat Often, Vice Chair Andy Jefferson via Zoom, Clerk Ann Marie Foley, Mark Alimo, and Ray Mead. Staff in attendance were Town Administrator Evan Brassard, Assistant Town Administrator William Blake, Administrative Assistant Amber Diffenderfer, and Town Planner Fiona Coughlan.

**EXECUTIVE SESSION**

Mr. Often announced that, citing G.L. c. 30A, §21,(a)(3), the purpose of this executive session is to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares. He stated that the topic of this executive session would be current and pending litigation, and the Board would reconvene in open session.

Ms. Foley made a motion seconded by Mr. Mead to enter executive session. Motion passed 4 – 0 by roll call vote: Mead, Aye; Alimo, Aye; Often, Aye; Foley, Aye.

**PLEDGE OF ALLEGIANCE (7:00PM)**

**ANNOUNCEMENTS**

Mr. Often made the following announcements:

1. The Municipal Center is closed for paving until Monday, July 31. All our departments can be reached by telephone and email during their normal business hours throughout this closure. In the evenings, the building will be open for our regularly scheduled board and committee meetings.
2. The Grafton Police Department will host their annual National Night Out on Tuesday, August 1st. Grafton residents are invited to join forces with thousands of communities nationwide for the crime and drug prevention event.

**1. PUBLIC HEARINGS**

- a) Application for Chapter 40R Smart Growth Overlay District – 5 Millenium Drive

Ms. Foley read the legal notice.

Ms. Foley made a motion seconded by Mr. Mead to open the public hearing. Motion passed 5 – 0 by roll call vote.

Bill Lovett of Claremont Companies introduced himself and his company to the Board.

Mark Bobrowski of Blatman, Bobrowski, Haverty & Silverstein, LLC gave the presentation regarding Chapter 40R Smart Growth Zoning for Housing Production.

To answer a question from Mr. Jefferson, Mr. Bobrowski stated that there were no restrictions on how the one-time payment from the state could be spent.

Mr. Often, Mr. Bobrowski, and Mr. Brassard discussed the importance of submitting the application and receiving a response prior to Town Meeting.

Mr. Jefferson asked if the funds could be used to increase the affordability component of the project. Mr. Bobrowski and Ms. Coughlan noted that the affordability requirement for Chapter 40R should be kept at 20%.

Mr. Alimo asked if there were plans for any businesses to be placed in this zone. Mr. Lovett responded that this is not a location that is intended for businesses.

Mr. Mead expressed support for the application.

Jim Brown of Primary Colors spoke about his business operations and appreciated the communication he has had with Claremont Companies. He stated that he is against the project and expressed concern about the blasting required to develop the land and the unpredictable results of families moving into an industrial area. Mr. Brown and the Board discussed the proximity of the two properties.

Mr. Alimo and Mr. Lovett reviewed the proposed layout of the project relative to abutters and discussed how the land in Sub-District B would be used.

Mr. Mead and Mr. Lovett discussed the characteristics of the ledge. Mr. Mead described the blasting procedure and the advantages of the project to Mr. Brown.

Mr. Brown expressed concern about the safety of pedestrians in the area. Mr. Lovett explained how safety could be improved by the presence of the apartments.

Mr. Often, Mr. Bobrowski, and Ms. Coughlan discussed the potential to exceed the 20% affordability of Chapter 40R to allow all units to count toward Grafton's Subsidized Housing Inventory (SHI).

David Robbins noted that the Planning Board has not yet reviewed the proposed zoning by-law changes and may need to hold a hearing after this application has already been submitted. Mr. Bobrowski stated that these applications have undergone changes post submittal in his experience.

Bill Yeomans asked via Zoom why this project had changed from a 40B to a 40R. He also asked if these units would be affordable in perpetuity. Mr. Often stated that this project was originally proposed as a LIP, and they cannot require 25% affordability under 40R. Mr. Jefferson and Mr. Often discussed working with the developer to raise the affordability from 20% to 25%.

Mr. Alimo and Mr. Robbins discussed the Planning Board's procedures moving forward.

Mr. Bobrowski stated to Mr. Yeomans that these units would most likely be affordable in perpetuity.

Via Zoom, Nicole Ethier highlighted the importance of meeting housing needs and appreciated the project.

Carrie Brown of Primary Colors discussed how the additional land would be used with Mr. Lovett.

To answer a question from Mr. Yeomans, Mr. Lovett stated that the portion of 3-bedroom units had been reduced from 10% to 5%. Mr. Bobrowski noted that there is no requirement for 3-bedroom units under 40R.

Ms. Foley made a motion seconded by Mr. Mead to close the public hearing. Motion passed 5 – 0 by roll call vote.

Ms. Foley made a motion seconded by Mr. Mead to submit this application to modify the North Grafton Transit Village Overlay District, which includes a zoning amendment to establish a new Sub-District B at the MBTA Station, to the Executive Office of Housing and Livable Communities under Chapter 40R for its preliminary determination of eligibility under 760 CMR 59.05(2).

Mr. Often and Mr. Jefferson agreed that they were in favor of the project despite missing the promise of 25% affordability. Mr. Alimo highlighted the abutters' concerns.

Motion passed 5 – 0 by roll call vote.

- b) Wine & Malt Beverage License, Grafton Flea Market, 296 Upton St. – Amend Hours of Operation

Ms. Foley made a motion seconded by Mr. Mead to continue the public hearing on July 25, 2023 regarding the Wine & Malt Beverage License held by the Grafton Flea Market. Motion passed 5 – 0 by roll call vote.

#### **4. NEW BUSINESS/CONTINUED BUSINESS**

- a) Proclamation for Marsha Platt

Ms. Foley presented the proclamation to Marsha Platt in recognition of her many years of dedicated service to the Town of Grafton. She highlighted several of Ms. Platt's accomplishments and listed the positions that she has held.

Principal Assessor Tammy Kalinowski appreciated Ms. Platt's mentorship of the Grafton Board of Assessors.

Mr. Alimo and Mr. Often thanked Ms. Platt for being as inspiration to them.

Mr. Often called for a recess at 8:29pm.

Mr. Often resumed the meeting at 8:33pm.

#### **2. APPOINTMENTS/SELECT BOARD**

- a) Accessibility Advisory Commission – Paul Letourneau

Mr. Letourneau introduced himself to the Board and spoke about his interest in serving on the Accessibility Advisory Commission.

Ms. Foley made a motion seconded by Mr. Mead to appoint Paul Letourneau to the Accessibility Advisory Commission. Motion passed 5 – 0 by roll call vote.

b) Affordable Housing Trust – Nicole Ethier

Ms. Ethier introduced herself to the Board and spoke about her interest in serving on the Affordable Housing Trust.

Ms. Foley made a motion seconded by Mr. Mead to appoint Nicole Ethier to the Affordable HousingT Trust. Motion passed 5 – 0 by roll call vote.

c) Cultural Council – Kerry Phelan-Li

Ms. Phelan-Li introduced herself to the Board as a new resident and spoke about her interest in serving on the Cultural Council.

Ms. Foley made a motion seconded by Mr. Mead to appoint Kerry Phelan-Li to the Cultural Council. Motion passed 5 – 0 by roll call vote.

Mr. Jefferson and Ms. Coughlan shared their experience with Ms. Phelan-Li at the Community Housing Forum and Master Plan Working Group meeting.

d) Historical Commission – Kevin Brown

Mr. Brown introduced himself to the Board and spoke about his interest in serving on the Historical Commission.

Ms. Foley made a motion seconded by Mr. Alimo to appoint Kevin Brown to the Historical Commission. Motion passed 5 – 0 by roll call vote.

### **3. APPOINTMENTS/TOWN ADMINISTRATOR/FIRE CHIEF**

a) Board of Sewer Commissioners – Robert Egan

Ms. Foley made a motion seconded by Mr. Mead to affirm the appointment of Robert Egan to the Board of Sewer Commissioners. Motion passed 5 – 0 by roll call vote.

b) Regular Firefighters – Alex Dionne and Bruno Camargo

Ms. Foley made a motion seconded by Mr. Mead to affirm the appointments of Alex Dionne and Bruno Camargo to the position of regular Firefighter. Motion passed 5 – 0 by roll call vote.

### **4. NEW BUSINESS/CONTINUED BUSINESS (Continued)**

b) Consider Endorsing Building Training and Assessment Centers Program by WPI

Mr. Jefferson and Mr. Brassard discussed which municipal buildings may benefit from this program.

Ms. Foley made a motion seconded by Mr. Mead to endorse the New England Building Training and Assessment Center proposal led by Worcester Polytechnic Institute and authorize the Chair to sign the letter to the US Department of Energy. Motion passed 5 – 0 by roll call vote.

c) IAGB Independence Day Celebration

Vaishali Gade of the India Association of Greater Boston (IAGB) and the Board discussed plans for this year's celebration of India's Independence Day. The Board agreed to host the celebration on Saturday, August 12 at 10:00am at the Municipal Center.

d) Complete Streets Policy

Ms. Coughlan presented the revised policy.

Ms. Foley made a motion seconded by Mr. Mead to approve the revision of the Complete Streets Policy as presented and authorize the Chair to sign.

Mr. Jefferson noted that there were some clerical errors in the policy.

Motion passed 5 – 0 by roll call vote.

e) Master Plan Working Group Charge

Ms. Coughlan presented the charge for the Master Plan Working Group, which was formed in May of 2023.

Ms. Foley made a motion seconded by Mr. Alimo to approve and sign the Master Plan Working Group Charge as presented.

Mr. Jefferson asked Ms. Coughlan if she was concerned about the Group establishing a quorum. She highlighted the dedication of the members.

Motion passed 5 – 0 by roll call vote.

f) Trustees of Soldiers & Sailors Memorials Charge

Mr. Blake presented the revised draft of the charge, which the Board last reviewed on May 23, 2023.

Ms. Foley made a motion seconded by Mr. Mead to approve and sign the Trustees of Soldiers and Sailors Memorials Charge as presented. Motion passed 5 – 0 by roll call vote.

## **5. SELECT BOARD REPORTS**

Ms. Foley spoke about attending the first Master Plan Working Group meeting.

Mr. Alimo spoke about attending the first night of the season at Houlden Farm.

## **6. TOWN ADMINISTRATOR REPORT**

Mr. Brassard gave the following presentation:

### **GENERAL UPDATES**

#### **Regional Dispatch**

- Awaiting 911 Department Kickoff Meeting

#### **Treasurer/Collector Resignation**

- Select Board Exit Interview

## MUNICIPAL CENTER PARKING LOT



### 7. CORRESPONDENCE

To answer a question from Mr. Jefferson, Mr. Brassard stated that action was being taken to address the correspondence regarding 57 East Street.

### 8. RESIGNATIONS – None

### 9. PUBLIC COMMENTS – None

### 10. MEETING MINUTES

#### a) July 18, 2023

Ms. Foley made a motion seconded by Mr. Mead to authorize the Chair to approve the meeting minutes for July 18 of 2023. Motion passed 5 – 0 by roll call vote.

### ADJOURN

Ms. Foley made a motion seconded by Mr. Alimo to adjourn at 9:13pm. Motion passed 5 – 0 by roll call vote.

Meeting materials are available at: <https://www.grafton-ma.gov/AgendaCenter/Select-Board-4>